



R05-20-A-030

**CITY OF WATERVLIET  
158 W PLEASANT ST  
P.O. BOX 86  
WATERVLIET MI 49098**

**Phone: (269) 463-6769**

**Fax: (269) 463-7708**

## **Narrative Information Sheet**

### **1. Applicant Identification**

City of Watervliet, 158 W. Pleasant St, PO Box 86, Watervliet, Michigan 49098

### **2. Funding Requested**

a. Assessment Grant Type - Community-wide

b. Federal Funds Requested

i. \$170,000

ii. We are not requesting a waiver of the \$200,000 limit.

c. Contamination - \$150,000 hazardous substances and \$20,000 petroleum

### **3. Location**

a) City of Watervliet b) Berrien County c) Michigan

### **4. Property Information for Site-Specific Applications - Not applicable.**

### **5. Contacts**

a. Project Director - R. Tyler Dotson (City Manager), (269) 463-6769, [CityManager@watervliet.org](mailto:CityManager@watervliet.org), 158 W. Pleasant St, PO Box 86, Watervliet, Michigan

b. Chief Executive/Highest Ranking Elected Official – David Brinker (Mayor), (269) 463-6769, [mayor@watervliet.org](mailto:mayor@watervliet.org), 158 W. Pleasant St, PO Box 86, Watervliet, Michigan

6. Population - The City of Watervliet, Michigan's estimated population (2018) is 1,659 according to the most recent United States census estimates.

7. Other Factors Checklist - Bulleted below are the “other factors” that **DO** apply to the City of Watervliet’s EPA Brownfield Assessment Grant Application.

- Community population is 10,000 or less
- The priority site(s) is adjacent to a body of water
- The priority site(s) is in a federally designated flood plain
- The reuse of the priority site(s) will incorporate energy efficiency measures

8. Letter from the State or Tribal Environmental Authority – Please find attached a letter from the Michigan Department of Environment, Great Lakes, And Energy acknowledging that the City of Watervliet plans to conduct assessment activities and is planning to apply for FY20 federal brownfields grant funds.

*This institution is an equal opportunity provider and employer.*



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
ENVIRONMENT, GREAT LAKES, AND ENERGY  
LANSING



LIESL EICHLER CLARK  
DIRECTOR

November 19, 2019

Mr. R. Tyler Dotson  
City Manager  
City of Watervliet  
PO Box 86  
Watervliet, Michigan 49098

Dear Mr. Dotson:

SUBJECT: Michigan Department of Environment, Great Lakes, and Energy (EGLE)  
Acknowledgment of a United States Environmental Protection Agency (US EPA)  
Brownfield Assessment Grant Proposal for 2020

Thank you for your notice and request for a letter of acknowledgment for the city of Watervliet's proposal to the US EPA Brownfield Grant Program. EGLE's Remediation and Redevelopment Division (RRD), encourages and supports community-specific assessment and redevelopment planning endeavors. The RRD recognizes Watervliet's need for assessment funding to further their efforts.

The city of Watervliet is applying for a \$170,000 hazardous substances and petroleum assessment grant which could be used to conduct assessment and other eligible pre-development planning activities at qualified brownfield sites to facilitate redevelopment. As a general purpose unit of local government, the city of Watervliet is an eligible grant applicant.

Should the US EPA award a brownfield grant to Watervliet, it would stimulate redevelopment and reuse of underutilized and contaminated properties and improve the economic development and environmental conditions in the city. If you need further information or assistance regarding specific brownfield sites, or any of EGLE's brownfield programs, please feel free to contact me at the number below or by email at [SmedleyR@Michigan.gov](mailto:SmedleyR@Michigan.gov).

Sincerely,

Ronald L. Smedley  
Brownfield Redevelopment Coordinator  
Remediation and Redevelopment Division  
517-284-5153

cc: Mr. Matt Didier, US EPA Region 5  
Mr. Marc Hatton, Wightman



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## **Narrative/Ranking Criteria**

### **1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION**

#### **a. Target Area and Brownfields**

##### **i. Background and Description of Target Area**

The “Target Area” is the City of Watervliet, Michigan, which is located within an Opportunity Zone listed by the State of Michigan and approved by the U.S. Department of the Treasury and Internal Revenue Service (IRS). The City is a small town, with a close-knit atmosphere, where neighbors help neighbors. The Paw Paw River, Mill Creek, and public lands that sit near these bodies of water anchor memories for residents who have worked, walked, fished, swam, and boated in our Community. In fact, the city’s name is rooted in its’ water since “Watervliet” is the Dutch term for “flowing water”.

Watervliet was historically a “company town” where most residents worked for the saw-mills of the 1800’s. The former Watervliet Paper Mill, located on the Paw Paw River west of Main Street, was the area’s economic hub and that which the community was built around. The mill continued operations until the late 1980’s when it closed, stinging the community with job losses and diminished economic activity. The mill then sat idle, vacant, and blighted for many years until it was later demolished in the early 2000’s.

While the mills have heavily influenced our community’s history and impacted the viability of the city, there is a recognition that Watervliet is in another phase of its evolution. The mill site, now cleared of aboveground structures, symbolically sets the stage for the next chapter of Watervliet’s long and impactful story, that of *Revitalization and Redevelopment*.

##### **ii. Description of the Priority Brownfield Site(s)**

The highest priority brownfield site is a portion of the former mill property discussed above and, as of 2017, owned by the City of Watervliet. This approximate 27-acre property is located west of N. Main Street (M-140) within the Downtown Development Authority (DDA) district and adjacent to the north of the central business area. The property is bounded by the Paw Paw River to the north, Mill Creek to the west, N. Main Street to the east and connected to the central business area to the south. The site’s surface is vacant of former mill structures, but it is suspected that demolition activities may not have removed all the former materials from beneath the surface. An unknown amount of building material and debris may remain at the site.

It is our understanding that the site’s long industrial use has necessitated some past isolated assessment activity. The most recent (limited) assessment activity work was done to assist in property transfer and revealed that soil sampled from the site contain elevated concentrations of metals that exceed established criteria set by the State of Michigan. The limited purpose and

nature of this recent assessment work confirmed the presence but not the extent of soil contamination and did not assess groundwater conditions. Assessment work at this top priority site will provide current existing environmental conditions that should greatly aid in the development of realistic redevelopment concepts and conversations with prospective development entities.

This large tract of land, its' former economic importance to the community, proximity to the central business area, inclusion in the DDA district, and physical setting all lend to the importance of the site's redevelopment.

Four (4) other priority brownfield sites [390/126/122 N. Main and "Church Street Site" (127 N. Pleasant Street)] are located along N. Main Street in the central business area and DDA district. Most of these sites are vacant but impacted (physically and potentially chemically) by remnants of their former commercial or industrial use. The Church Street Site was previously used as Judd Lumber. These sites have been strategically assembled by the City of Watervliet or its' DDA for urban refill and redevelopment purposes. Assessments for all these properties will assist in understanding existing environmental conditions and aid in discussions with parties interested in their redevelopment. Should a redevelopment opportunity arise then grant funds may also be necessary to fund Baseline Environmental Assessment (BEA) activities to assist in liability protection and property transfer, as well as, the development of a Due Care Plan which would be necessary in Michigan to ensure the intended redevelopment is protective of human health and the environment.

**b. Revitalization of the Target Area**

**i. Reuse Strategy and Alignment with Revitalization Plans**

The former mill site is identified in the City's Master Plan (2018) as the community's top target for redevelopment and identified as a "Special Project Area". Further, Special Project Areas within the City, like the old mill site, should be developed as mixed-use properties. All mixed-use properties will preferentially hold affordable residential units in combination with retail, office, restaurant or service uses. These developments will aid the city in adding "missing middle" housing to vacant areas that are within walking distance of the downtown. The "missing middle" refers to housing that is in-between the single-family home and the large apartment complex. It ranges from townhouses, to flats, duplexes, triplexes, quadraplexes, and courtyard housing. The missing middle is very flexible and can provide infill for an existing neighborhood or be a mixed-use development in a commercial district. Utilizing this type of residential housing, the City of Watervliet will be able to provide a variety of desirable homes to residents of all ages.

For the former mill site, the City would like to see ample open space area adjacent to the river for residents to enjoy. A proposed trail loop along the railroad would link the development with the downtown in order to avoid traveling the busy M-140 corridor. As part of this conceptual idea, a pedestrian bridge across the Paw Paw River (near the curve of Riverside and Paw Paw Avenue) would also connect residents from the northwest quadrant of the city to the downtown, through the former mill site.

For the other listed priority sites, the City of Watervliet's Downtown Vision Plan identified most (the N. Main Street parcels) as "Building Infill" locations. These locations are intended to be filled by appropriate downtown commercial or mixed-use redevelopment projects. One of these sites "Church Street Site" (127 N. Pleasant Street) was identified as a potential "Public Event Space" at the time, but the site may also lend itself to redevelopment purposes as other public spaces in the City have been created/enhanced since the creation of that plan in 2015/2016. These infill sites do not currently contain buildings and largely exist between other buildings creating gaps in the former street-wall. The effect is unintended open spaces between structures and creates a disconnected, less walkable, feeling in the central business area. In addition to the priority sites identified, Environmental Protection Agency (EPA) grant funds could also support privately-owned sites within the target area where assessment activities are necessary to assist private sector redevelopment projects. If these opportunities arise the City proposes to support such projects using EPA grant funds for assessment activities. This project support would be considered and executed through an application process developed to evaluate the needs and community impact/benefit from each proposed project.

ii. Outcomes and Benefits of Reuse Strategy

The potential revitalization and redevelopment of the priority brownfield sites would have a dramatic economic development impact on the City of Watervliet, a low-income community. The redevelopment of the highest priority site, the former mill property, in mixed-use fashion would conservatively bring \$15-\$20 million in new investment to a community in economic need. The intended mix of uses would be that of missing middle residential developed with new commercial/retail space to create a vibrant interaction between community residents and the places that support them with employment, goods, and services. This newfound activity would have a positive ripple effect on surrounding properties with residents located at the site and their required economic needs more easily met from area resources. In addition, the investment would help to increase property values within the target area creating a welcome environment for further investment by residents and the development community.

The vision for a redeveloped former mill property would also facilitate the creation of linear greenspace, complete with pedestrian trail and trail-way connections along and across Paw Paw River. A pedestrian bridge would connect the neighborhood located northwest across the river to the redeveloped site where new trails would flow southerly to the central business area. This proposed network of trails would allow easy navigation and offer protection for pedestrians along the river and its' vistas located a block west from busier Main Street (M-140) traffic.

The impact of redeveloping the remaining priority brownfield sites would be noticeably felt in the traditional economic sense by bringing new investment and taxable value to the community. But beyond the greatness of each of these realized individual investments, which have incredible value alone, there is an emotional impact of them too. Seeing redevelopment realized at vacant parcels of property in between buildings, and where buildings were historically located, signifies a very large and significant emotional step in a community's rehabilitation. It speaks to citizens and visitors that a stability exists, that people are welcome to live, work, play, and invest here. Emotionally, this is a delicate but important trait of

communities who can reinvent themselves. This is the City of Watervliet now, in its' early stages. This potential EPA Brownfield Assessment Grant would greatly assist in setting the stage for proposed redevelopment.

It will be the recommendation from the City/DDA that all the above discussed redevelopment projects use energy efficient measures and components. From energy star appliances and HVAC systems, to daylighting and energy efficient windows, insulation, and wall and roof systems, it will be our strong recommendation to developers to utilize these strategies and efficiently use our resources. Our selection of suitable end-use development partners will include an entity's creativity and willingness to use these concepts. Additionally, low impact design (LID) techniques shall also be considered in vetting project and end-use entity fit for each redevelopment location.

### **c. Strategy for Leveraging Resources**

#### **i. Resources Needed for Site Reuse**

Finding and selecting the right end-use development entities will be key in leveraging potentially needed resources for the priority brownfield sites. All these sites are vacant and do not contain above ground structures. Having a good baseline for existing site conditions is important in eliminating unanticipated and costly redevelopment hurdles. To the extent possible this EPA Brownfield Assessment Grant is intended to identify the potential environmental conditions that may impact a site's redevelopment. In this way development entities can incorporate site conditions into their redevelopment plans for budgeting and execution.

Other site challenges may, and can be, identified up front as part of a due diligence period and as specific plans for redevelopment are crafted. The idea is to eliminate as many unknowns as possible before a project commences to reduce the need for unanticipated resources. Once an agreement is in place these unanticipated needed resources will largely be the responsibility of a redevelopment entity.

This does not mean, however, that there won't be unanticipated challenges found at the sites during assessment and redevelopment activities. Having contingencies in place to address these possibilities are important. The ability of the City of Watervliet/DDA to either discount the sale of property or creatively partner in solving unanticipated site conditions will be instrumental in realizing successful projects. Potential sources of funding for unanticipated challenges could include; DDA fund balance (very limited), City of Watervliet general fund (limited), potential loan funds secured by either the DDA or City of Watervliet, support from Berrien County Land Bank Authority, or support from Berrien County Brownfield Redevelopment Authority. Any support from the above listed parties would have to be vetted by the individual entity and approved through governing processes. Under most circumstances these funds would need to be reimbursed through the mechanics of a successful project and/or by agreement with the selected end-use entity.

#### **ii. Use of Existing Infrastructure**

A main concept of most redevelopment programs is that of reuse and renewal. The City of Watervliet and its' DDA are committed to those principles and have therefore selected and

acquired the identified “Priority Brownfield Sites” with existing infrastructure utilization in mind. All these priority brownfield sites have public (and private) utilities located within the rights of way that serve each property, and in the case of the former mill property, some utilities are located on the site itself.

Unless specific redevelopment projects creatively produce their own energy, it will be a requirement to utilize existing infrastructure to support these contemplated end-uses. The only potential exception to this would be if there are any capacity or technological issues related to the infrastructure that is intended to support the redevelopment project. If this were the case, then the City of Watervliet would work creatively with the selected developer and utility providers to resolve the issue(s). Any costs for funding various infrastructure deficiencies would be memorialized in a redevelopment agreement between the City of Watervliet (or its’ DDA) and the redevelopment entity. These types of costs are either borne by the providers, or the local unit of government as an in-kind contribution/incentive or an expense of the developer that is either paid for up front or a reimbursed over time.

## **2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT**

### **a. Community Need**

#### **i. The Community’s Need for Funding**

Securing this EPA Brownfield Assessment Grant would provide a substantial boost to the City of Watervliet’s fledgling redevelopment and rehabilitation efforts. This community peaked in population to just over 2,000 in 1970 and has seen its’ residents gradually decline to the current figure of 1,659, a 17 percent reduction over that time. That decline coupled with area business and employment opportunity losses (like that of the former mill) and an increasingly aging population on fixed incomes have resulted in an overall loss of economic activity and falling property/taxable values. These conditions all contribute to a diminishing ability to find funding resources to proactively invest in the community to combat current trends.

At this time, funding for assessment activities fit within this difficult paradigm of triage for our community, with more need than resources. The assessment and subsequent redevelopment of these properties are part of a critical strategy to rehabilitate the urban core of the City and set the stage for further investments. As previously stated, and furthering the reality of a low-income community, is that the City of Watervliet, Michigan is located within an Opportunity Zone listed by the State of Michigan and approved by the U.S. Department of the Treasury and IRS. This new tool will hopefully aid in attracting new investment to our community.

#### **ii. Threats to Sensitive Populations**

##### **(1) Health or Welfare of Sensitive Populations**

Because the redevelopment of the priority sites would ideally include residential components for each, the funding and associated assessment of these properties is critically important to redevelopment plans and equitable development approaches that are protective of human health and the environment. Residents that inhabit these newly created residential units may be from our low-income community and would very likely include children and possibly pregnant women as tenants. Grant funding for assessments would protect these populations.

(2) Greater Than Normal Incidence of Disease and Adverse Health Conditions

These conditions are not known to exist within the target area.

(3) Disproportionately Impacted Populations

Like so many communities in the mid-west, the City of Watervliet has felt the negative environmental consequences/impact from the long-term intensive uses at its' former mill property. It is only after the closing and abandoning of the property in an "as is" state that our community wrestles with that full impact. Understanding the current environmental conditions of the property will be an important step in helping to engage with the development community and crafting redevelopment plans that are marketable and achievable.

**b. Community Engagement**

i. & ii. Project Partners & Project Partner Roles

The two Project Partners for implementation of the grant efforts, if grant application is successful, are the City of Watervliet **Downtown Development Authority (DDA)** and the **Coloma-Watervliet Area Chamber of Commerce**.

For the DDA Project Partner, the point of contact is Chairwoman of the Board of Directors, Kristy Noack, with an email address of [kristynoack@gmail.com](mailto:kristynoack@gmail.com) and phone # (269) 208-6823. The DDA will serve multiple roles related to grant execution and end-use redevelopment. The DDA owns two of the four "Building Infill" priority target sites and is a willing owner encouraged to conduct assessments of these properties as an early step in their redevelopment. Additional DDA roles are to execute potential end-use redevelopment opportunities by engaging with prospective developers, being a potential funding partner, and assisting in community/developer engagement activities.

For the Coloma-Watervliet Area Chamber of Commerce Project Partner (Chamber), the point of contact is Community Development Coordinator, Chana Kniebes, with an email address of [chana@coloma-watervliet.org](mailto:chana@coloma-watervliet.org) and phone # (269) 468-4430. The Chamber will primarily serve as a conduit for community and developer/business engagement activities. Through interaction and outreach with the Chamber and its' membership the partnership may learn of other privately-owned sites located in the target area with redevelopment potential. If so, these sites may emerge as candidates for which assessment activities could assist in their end-use redevelopment.

iii. Incorporating Community Input

The City of Watervliet intends to engage the community by first announcing its successful submittal of the EPA Brownfield Assessment Grant Application at the City Commission meeting scheduled for 6:30 p.m. on December 3, 2019. This first public engagement is to announce and elevate the City's intentions regarding the priority sites and overall redevelopment within the community. If the City is fortunate and the grant application is successful then there will be formal project kickoff announcements and initial informational exchange discussions held at each of the City Commission, DDA, and Chamber partners' regularly scheduled meetings. It is anticipated that Project Progress and input discussions would then be held quarterly during regularly scheduled meetings for the Commission and DDA forums with specific topics and input requested at each. Project progress and input discussions would be held at regularly held



Chamber forums, a minimum of once every six months or more frequently, as the need arises or is requested.

Additionally, social media will be used through the City's and DDA's Facebook pages, as well as the City's web-site, and area newspapers (Tri-City Record & Herald Palladium) all to make announcements of a successful grant application submission and similarly for initial and ongoing communication throughout the grant period. It is anticipated that social media will be used monthly to engage with the community for updates of project progress and specific items of interest, while the newspapers will be utilized to make announcements and highlight public meeting forums for input, discussion, and project updates.

### **3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS**

#### **a. Description of Tasks/Activities and Outputs**

#### **i./ii./iii./iv. Project Implementation, Anticipated Project Schedule, Task/Activity Lead, Outputs** **Cooperative Agreement Oversight (CAO), Reporting (RPT), Closeout, & Brownfield Training/Conferences (BT) – collectively (CAO/Rpt/BT) Task/Activity**

- I. Daily management of grant activities in compliance with the Cooperative Agreement and compile, enter, and submit reporting information by due date deadlines
  - a. Except for brownfield training/conferences, these are non-EPA funded grant administration activities
- II. Beginning with the notice of award manage grant activities on a daily basis throughout the three-year term of the agreement and submit quarterly reports (including reports/outputs generated from grant funded activities if applicable)
- III. The applicant will be the Task/Activity Lead (with support from the qualified environmental professional (QEP), once selected)
- IV. Quarterly/final reports & brownfield training/conference materials will be the outputs

#### **Procure a Qualified Environmental Professional (Procure QEP) Task/Activity**

- I. Create and follow a full and open competition process to procure a QEP to assist in grant implementation and execution
  - a. These are non-EPA funded grant administration activities
- II. Within three months after the Cooperative Agreement has been executed
- III. The applicant will be the Task/Activity Lead
- IV. Procurement process & selection documents will be the outputs

#### **Community Engagement (Comm Engage) Task/Activity**

- I. Conduct activities to engage with the community, solicit input, provide project progress updates, and manage the use of social media/area newspapers to engage and provide notice to the public on grant matters
  - a. These include non-EPA funded grant administration activities
- II. Beginning with the successful submission of the EPA Brownfield Assessment Grant Application to grants.gov, engage the community throughout the process of securing the proposed grant and throughout the three-year term of the grant
- III. The applicant will be the Task/Activity Lead (with support from the QEP, once selected)
- IV. Outputs will include community engagement meetings/agendas/minutes, notices, social media posts, and other materials generated to engage with the community

**Phase I Investigations (ESA I) Task/Activity**

- I. Conduct Phase I Environmental Site Assessment (ESA) investigations
- II. Within six months after the Cooperative Agreement has been executed, and then throughout the term of the grant, these activities will be conducted for the priority sites and for other eligible sites as opportunities arise
- III. In conjunction with and at the direction of the applicant, the selected QEP will be the Task/Activity Lead
- IV. Phase I Environmental Site Assessment reports will be the output(s) for this task/activity

**Phase II Investigations/BEAs/Due Care Plans (ESA II) Task/Activity**

- I. Conduct Phase II Environmental Site Assessment investigations and BEAs/Due Care Plans
- II. Within six months after the Cooperative Agreement has been executed, and then throughout the term of the grant, ESA II activities will be conducted for the priority sites and for other eligible sites as opportunities arise
- III. In conjunction with and at the direction of the applicant, the selected QEP will be the Task/Activity Lead
- IV. Phase II Environmental Site Assessment/BEA reports & Due Care Plans will be the output(s) for this task/activity

**Market Feasibility Study & Reuse Planning (Mkt Study/Reu Pln)**

- I. Conduct a market feasibility study for the target area & develop a reuse plan for the former mill priority site that incorporates and thoughtfully considers results from grant funded assessments of the property
- II. Within six months after the Cooperative Agreement has been executed the applicant, with support from the selected qualified environmental professional, will develop a scope of work and secure a professional entity to initiate the market feasibility study. It is anticipated that the effort will take three to four months to complete. After intended Phase II investigation(s) are completed for the former mill priority site the applicant, with support from the selected qualified environmental professional, will develop a scope of work and secure a professional entity to initiate the reuse planning effort. It is anticipated that this work will be completed by the first half of the third year of the grant term
- III. The applicant will be the Task/Activity Lead (with support from the QEP)
- IV. The final Market Feasibility Study report and the final report from the Reuse Planning effort will be the outputs for this task/activity

**b. Cost Estimates**

The following Budget Table outlines total requested grant funds of \$170,000 (split into \$150,000 for Hazardous Substances (Haz) and \$20,000 for Petroleum (Petrol)). From the Tasks/Activities listed in Section IV.E.3.a above, the Budget Table below outlines estimated Direct Costs associated with five (5) of those six (6) Tasks/Activities as the sixth (6<sup>th</sup>) Task/Activity does not have any associated Direct Cost.

- CAO/Rpt/BT task: travel is estimated for up to two people to attend a National Brownfield Conference or other applicable trainings/conferences, and contractual services to assist in reporting activities for the grant term are estimated to be 36 hours @ \$175/hr.
- Community Engagement task: estimated cost of supplies and contractual services to assist in community engagement are estimated to be 45 hours @ \$175/hr.

- ESA I task: an estimated seven (7) Phase I ESAs at an average cost of \$3,000
- ESA II task: an estimated cost of \$17,000 for one (1) Petroleum Phase II ESA, and yet undefined and varied costs for Phase II ESAs at an estimated five (5) Hazardous Substances sites with differing investigation needs
- Market Study/Reuse Plan task: a market feasibility study with an estimated cost of up to \$20,000 and a reuse plan for the former mill site with an estimated cost of \$9,000

|                      | Project Tasks/Activities |             |          |          |                   |                   |
|----------------------|--------------------------|-------------|----------|----------|-------------------|-------------------|
|                      | CAO/RPT/BT               | Comm Engage | ESA I    | ESA II   | Mkt Study/Reu Pln | Total             |
| Budget Categories    |                          |             |          |          |                   |                   |
| Travel (Haz)         | \$5,000                  |             |          |          |                   | \$5,000 (Haz)     |
| Supplies (Haz)       |                          | \$3,000     |          |          |                   | \$3,000 (Haz)     |
| Contractual (Haz)    | \$6,300                  | \$7,875     | \$18,000 | \$80,825 | \$29,000          | \$142,000 (Haz)   |
| Contractual (Petrol) |                          |             | \$3,000  | \$17,000 |                   | \$20,000 (Petrol) |
| Total Direct Costs   | \$11,300                 | \$10,875    | \$21,000 | \$97,825 | \$29,000          | \$170,000         |

#### c. Measuring Environmental Results

Each quarter of the grant term the City will review the grant work that has been initiated and/or completed as a part of preparing the quarterly progress report. The City will then measure and evaluate progress and accomplishments of those activities (and associated outputs/outcomes) against the project schedule provided in Section IV.E.3.a. to determine if the activities are on target or if efforts need to be accelerated to ensure the grant funds are expended in a timely and efficient manner. The results of the evaluation and measurement will be included in each quarterly progress report and, if necessary, adjustments to the effort will be made each quarter to be certain to stay on schedule.

### 4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

#### a. Programmatic Capability

##### i. & ii. Organizational Structure and Description of Key Staff

The organizational structure for this grant effort will be the City Manager, R. Tyler Dotson as the Authorized Organization Representative (AOR), Project Director, and key contact for all grant activities. The City Manager will be supported by Melanie Marvin, who is the Assistant to the City Manager for this effort, and the QEP once selected. The City Manager has a wealth of experience leading various project & grant implementation efforts for the city and a successful track-record of execution. Melanie Marvin has supported many of these successful efforts and will assist at the direction of the City Manager. The final grant execution team member will be the selected QEP. The process to select the QEP will identify the entity most suitable and qualified to assist the City with relevant experience deemed most important and relevant by the City of Watervliet to assist in the execution of the grant.

##### iii. Acquiring Additional Resources

A competitive Request for Qualifications (RFQ) and/or Request for Proposal (RFP) process will be specifically developed and used to appropriately acquire additional expertise to assist in successful completion of this grant project.

**b. Past Performance and Accomplishments**

- i. Currently Has or Previously Received an EPA Brownfields Grant – Not Applicable
- ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements

(1) The City of Watervliet received a Stormwater, Asset Management, and Wastewater (SAW) grant in the amount of \$684,000 from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) in 2015. The SAW program provides grant assistance for the development of asset management plans for wastewater and stormwater, stormwater management planning, stormwater & wastewater project planning/design, and testing & demonstration of innovative technology. Specifically, the city realized the following:

- A wastewater asset inventory consisting of 11.3 miles of collection system gravity pipe, and 667 feet of pressurized force main, a grinder station, and lift station that conveys the wastewater from the City to the Paw Paw lake Sewage Treatment System
- A condition assessment that provides critical information needed to assess the physical condition and functionality of the assets in the collection system and estimate their remaining service life. This included the use of cameras inserted into the sewer pipes as well as physical inspections throughout the system
- A level of service (LOS) determination that ensures all regulatory requirements are met and should include any technical, managerial, or financial components the City deems necessary to meet customer expectations. The LOS is fundamental in defining how the City's wastewater system will be operated and maintained indefinitely
- A revenue structure that has the capacity to operate and maintain the system while allowing for the addressing of known and unforeseen externalities. A significant effort has been made by the City to inventory assets, evaluate the infrastructure, and determine asset criticality. The result is the identification of asset investment cost by project and by year. The AMP covers an extended forecast period to take this asset evaluation into account. The "cash basis" approach will be used from year to year to implement policy regarding rate management and budgeting
- A long-term capital improvement plan that addresses system maintenance while equally demonstrating the ability to fund such improvements via. the revenue (rate) structure

(2) The SAW grant was completed as of 11/30/18. All reporting (through the submittal of monthly invoicing and itemized description of the grant work performed) was completed on time each month and accepted according to the terms of the agreement. There were no corrective actions or issues as it relates to the City's compliance, schedule, and terms and conditions. As a result of the findings from the SAW grant, the City is undertaking a large-scale Inflow and Infiltration (InI) project that is only made possible by the data and findings from the SAW grant. As of now, the City hopes to enjoy savings of roughly \$80,000 a year in sanitary treatment costs.

iii. Never Received Any Type of Federal or Non-Federal Assistance Agreements – Not Applicable.

## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

11/27/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

### 8. APPLICANT INFORMATION:

\* a. Legal Name:

City of Watervliet

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

\* c. Organizational DUNS:

0402633110000

### d. Address:

\* Street1:

158 W. Pleasant Street

Street2:

\* City:

Watervliet

County/Parish:

Berrien

\* State:

MI: Michigan

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

49098-0000

### e. Organizational Unit:

Department Name:

Division Name:

### f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

\* First Name:

R

Middle Name:

Tyler

\* Last Name:

Dotson

Suffix:

Title:

City Manager

Organizational Affiliation:

\* Telephone Number:

269-463.6769

Fax Number:

269.463.7708

\* Email:

citymanager@watervliet.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-19-05

\* Title:

FY20 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

City of Watervliet EPA Brownfield Assessment Grant Application FY20

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

|                     |   |
|---------------------|---|
| * a. Federal        | <input type="text" value="170,000.00"/> |
| * b. Applicant      | <input type="text" value="0.00"/>       |
| * c. State          | <input type="text" value="0.00"/>       |
| * d. Local          | <input type="text" value="0.00"/>       |
| * e. Other          | <input type="text" value="0.00"/>       |
| * f. Program Income | <input type="text" value="0.00"/>       |
| * g. TOTAL          | <input type="text" value="170,000.00"/> |

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: \* Signature of Authorized Representative:  \* Date Signed: